

EMPLOYMENT INTERVIEW ANALYSIS

Applicant's Address	
Telephone Number	
Name of Interviewer	
Dates of any Previous Interview	Date of this Interview

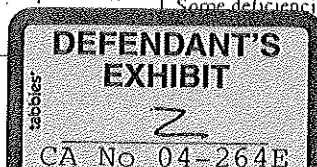
The purpose of this analysis is to organize the recording of information collected during the interview and to assist in evaluating and comparing different applicants when interviews are completed.

It will be most effective if prepared immediately after the interview. This analysis may also be referred to during the interview as a reminder of basic areas to discuss with the applicant.

Amy Szalewicz
Name of Applicant

Position Applied for

TRAITS	1 UNSATISFACTORY	2 SOME DEFICIENCIES EVIDENT	3 SATISFACTORY	4 EXCEPTIONAL	5 CLEARLY OUTSTANDING	INSERT RATING
KNOWLEDGE OF SPECIFIC JOB & JOB RELATED TOPICS	No knowledge evident.	Less than we would prefer.	Meets our requirements for hirings.	Exceeds our expectations of Average candidates.	Thoroughly versed in job and very strong in associated areas.	5
EXPERIENCE	None for this job nor any related experience.	Would prefer more for this job.	Adequate for job applied for.	More than adequate. Has some experience in related areas.	Totally experienced in job. Has strong experience in related areas.	4
COMMUNICATION ABILITY	Could not communicate. Will be severely impaired in most jobs.	Some difficulties will detract from job performance.	Sufficient for adequate job performance.	More than sufficient for job.	Outstanding ability to communicate.	4
INTEREST IN POSITION AND OUR ORGANIZATION	Showed no interest.	Some lack of interest.	Appeared genuinely interested.	Very interested. Seems to prefer type of work applied for.	Totally absorbed with job content. Conveys feeling only this job will do.	4
OVERALL MOTIVATION TO SUCCEED	None exhibited. No concern for personal future.	Not up to average level. Shows little desire to succeed.	Average desire to succeed.	Highly motivated. Wants to succeed and advance.	Extremely motivated. Has very strong ambition to succeed.	5
APPEARANCE AND HABITS	Very sloppy in appearance or unacceptable personal habits.	Dress or grooming less than satisfactory or some offensive personal habits.	Properly dressed and groomed. Few poor personal habits.	Very well dressed and groomed. No offensive habits.	Presented excellent appearance, maintained high level of behavior throughout interview.	4
POISE	Appeared extremely distracted and confused; or unreasonably uneven temper.	Sufficient display of confusion or loss of temper to interfere with job performance.	Sufficient poise to perform job applied for.	No loss of poise during interview. Inspires confidence in ability to handle pressure.	Displayed impressive poise under stress. Appears unusually confident and secure.	4
INSIGHT AND ALERTNESS	Did not understand many points or concepts.	Missed some concepts or ideas.	Understood most new ideas and shares in discussion points.	Grasped all new points and concepts quickly.	Extremely sharp. Understood subtle points and underlying motives. Quick grasp of ideas.	5
PERSONALITY	Not acceptable for job.	Some deficiencies.	Within satisfactory range for job.	Good personality for job. Some traits considered especially desirable.	Perfect for job. Generally outstanding personality as well.	4



well versed in Balanced Literacy

- ① multi intelligences
- ② made big books for parents / open houses
- ③ use standards as a guide - balanced literacy
- ④ token economy - verbal prompts
- ⑤ assess all the time - pre assess. / observation
- ⑥ documentation
listening / make changes
give a little argument

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Anna McElwain

Name of Applicant

Position Applied for

	1	2	3	4	5	
TRAITS	UNSATISFACTORY	SOME DEFICIENCIES EVIDENT	SATISFACTORY	EXCEPTIONAL	CLEARLY OUTSTANDING	INSERT RATING
KNOWLEDGE OF SPECIFIC JOB & JOB RELATED TOPICS	No knowledge evident.	Less than we would prefer.	Meets our requirements for hirings.	Exceeds our expectations of Average candidates.	Thoroughly versed in job and very strong in associated areas.	5
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						44 45

- D. all I ever wanted to do
thinkers/problem solvers
- (21) level assessment
- (22) volunteer/ get them reading of chile/newsletter, notes/home
- (23) reading/writing in all subjects automatically/active tidiness.
- (24) be fair/consistent (3 stages of behavior) expect respect, enthusiasm
- (25) Running record (2x month) informal, CBA's
- (26) listen first (active).
apprec. criticism - to become better
Who's the Dad?